

**Churchill Community Foundation**  
**2017 Meeting Minutes**  
**April 26, 2017**

The Board of Directors of the Churchill Community Foundation (CCF) met for the regularly scheduled monthly meeting at the Waters Landing Community Center, 2000 Father Hurley Boulevard, Germantown, Maryland, on April 26, 2017.

**Present:**

Daniel Talmage  
Amy Fickling  
Will Knowland  
Jennifer Jones  
Kathleen Summers  
Anita Pustelnik  
Eric Leavitt

**Others Present:**

Alan Siefert, The Management Group Associates  
Karelyn Donahue, Recording Secretary  
Katherine Allen, Manougian Insurance

**I. Call to Order**

Mr. Siefert called the meeting to order at 7:30 p.m.

**II. Guest Presentation**

Kate Allen with Manougian Insurance was present to review the Foundation's insurance coverage. The current policies are due for renewal on May 20, 2017 for the 2017/2018 year. Kate stated that there are no differences from the previous year; however the premium is actually decreasing by \$13.00. It was also noted that with spending money out of the Reserves, the premium will decrease. Kate offered additional policies that the Board may want to consider. After Board discussion, they decided that they would consider insurance to cover volunteers. The Board questioned coverage for the weir. Kate will look into coverage for weir, if it is even needed.

**III. Management Report**

**a. Meeting Minutes**

The Board reviewed the March 29, 2017 meeting minutes.

Motion: To accept the March 29, 2017 meeting minutes as amended.  
Knowland/Jones. 6/0/1. Knowland, Talmage, Fickling, Summers, Jones, and Pustelnik for. Leavitt abstaining. Motion passed.

**b. Hydrilla**

Two options were presented by Aquatic Environmental Consultants in regards to dealing with the Hydrilla situation. The first option is to do repeated treatments which would cost \$35,000. The second option is to do a spot treatment for a cost of \$6,486. It was agreed that this would be completed before the dredging; the contractors were already working on obtaining the permits with a target date of June 15<sup>th</sup> to do the spot treatment.

Motion: To approve the contract with Aquatic Environmental Consultants for the spot Hydrilla treatment for a cost of \$6,486.

Leavitt/Knowland. 7/0/0. Knowland, Talmage, Fickling, Summers, Jones, Pustelnik, and Leavitt for. Motion passed.

**c. 2017 Annual Meeting**

The 2017 Annual Meeting that was scheduled for April 18, 2017 did not have a quorum. Mr. Talmage and Mr. Leavitt are up for re-election. The meeting has been rescheduled for May 31, 2017, followed by the regular monthly Board of Director's meeting.

**d. Dredging**

Mr. Siefert had requested split bid requests: (a) access road/dredging into trucks and (b) trucking/disposal. Five RFPs were sent out to contractors. We expect to receive the completed bids by May 15<sup>th</sup>. Mr. Talmage stated that this needs to be voted on in May or the whole timeline will have to be pushed back one month.

**e. Amethyst Stream**

To date, \$9,000 credit has been received for reuse of existing stone.. There is still a two-year guarantee on the work performed by CPJ. Mr. Talmage said he can see some flow issues and hopefully we can pinpoint the issues with the next storm. Mr. Leavitt stated that all field reports should be kept for proof of what they have done.

**f. Churchill East Village Stream**

With CPJ's help, a grant application was completed and submitted by the due date. The Board will look at it by the end of May, We should find out by the end of June if awarded the grant and it might only be money for 2018.

**j. Financials**

The Board reviewed the financials for the months ending March 31, 2017.

**k. Operating Checklist/Pending Projects**

The Board reviewed the operating checklist and pending projects with Mr. Siefert. Mr. Siefert is to email the Project Cost Schedule to the Board.

**IV. Old Business**

**a. Beaver Fencing**

Mr. Knowland commented that the beaver fencing has improved. However, some still need to be trimmed. Alan is taking care of this. Also, hemlock boxes need to be widened.

**V. New Business**

**a. Clean-Up**

Mr. Knowland asked if a clean-up had been completed around the lake. It was stated that it had been done by volunteers on Earth Day.

**b. Insurance**

Motion: To accept the proposal from our insurance agent to continue the policy with the additional volunteer policy for a total cost of \$18,316. Leavitt/Summers. 7/0/0. Knowland, Talmage, Fickling, Summers, Jones, Pustelnik, and Leavitt for. Motion passed.

**VI. Next Meeting**

The next meeting of the Board of Directors for the Churchill Community Foundation will be Wednesday, May 31, 2017 at 7:30 p.m. at the Waters Landing Community Center.

**VII. Adjournment**

Motion: Motion to adjourn the meeting at 9:05 p.m. Knowland/ Pustelnik. 7/0/0. Knowland, Pustelnik, Talmage, Fickling, Summers and Jones for. Motion passed.

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**Motion List**  
**April 26, 2017**

1. Motion: To accept the March 29, 2017 meeting minutes as amended.  
Knowland/Jones. 6/0/1. Knowland, Talmage, Fickling, Summers, Jones, and Pustelnik for. Leavitt abstaining. Motion passed.
2. Motion: To approve the contract with Aquatic Environmental Consultants for the spot Hydrilla treatment for a cost of \$6,486.  
Leavitt/Knowland. 7/0/0. Knowland, Talmage, Fickling, Summers, Jones, Pustelnik, and Leavitt for. Motion passed.
3. Motion: To accept the proposal from our insurance agent to continue the policy with the additional volunteer policy for a total cost of \$18,316.  
Leavitt/Summers. 7/0/0. Knowland, Talmage, Fickling, Summers, Jones, Pustelnik, and Leavitt for. Motion passed.
4. Motion: Motion to adjourn the meeting at 9:05 p.m.  
Knowland/ Pustelnik. 7/0/0. Knowland, Pustelnik, Talmage, Fickling, Summers and Jones for. Motion passed.